UNITED
NATIONS

ST

Secretariat

ST/AI/358/Amend.1
21 April 1994

ADMINISTRATIVE INSTRUCTION

To: Members of the staff

From: The Director of Personnel

Subject: PROCEDURES FOR APPEAL OF CLASSIFICATION DECISIONS FOR POSTS IN THE GENERAL SERVICE AND RELATED CATEGORIES IN NEW YORK*

Terms of reference of the New York General Service Classification Appeals and Review Committee

1. The purpose of the present amendment is to reflect the modified composition of the New York General Service Classification Appeals and Review Committee and the expansion of its mandate to include the review of appeals pertaining to classification decisions on posts in the General Service category at selected duty stations away from Headquarters.

2. The Committee shall consist of:

(a) A chairperson appointed by the Secretary-General on the recommendation of the Joint Advisory Committee;

(b) Four members representing the administration;

(c) Four members representing the staff.

3. The terms of office of the members of the Review Committee shall be two years.

4. A secretary shall be assigned to the Review Committee by the Director of Personnel.

* Personnel Manual index No. 2121.

94-18907 (E) 250494 27/04/94

/...

5. The Review Committee shall review all appeals pertaining to classification decisions on posts in the General Service and related categories at Headquarters and appeals relating to classification decisions on posts in the General Service category at other selected duty stations. The procedures governing appeals pertaining to classification decisions at Headquarters are set out in administrative instruction ST/AI/358 dated 31 July 1989. The procedures governing appeals relating to classification decisions at other duty stations are set out in the relevant administrative instructions.

6. Paragraphs 2 (b) and (c) and paragraph 5 of the annex to administrative instruction ST/AI/358 are hereby amended.